



Monday, December 14, 2020
Minutes of the Regular Meeting of the Parks and Recreation Commission

CALL TO ORDER

A Regular Meeting of the South Pasadena Parks and Recreation Commission was called to order by Chair Karen Tamis on Monday, December 14, 2020, at 6:30 p.m. The meeting was held in a virtual setting, with all Commissioners and Council Liaison attending via Zoom.

ROLL CALL

Present: Karen Tamis, Chair, Kristine Kwong, Vice-Chair, Dollie Chapman Commissioner Victoria Rocha, and Commissioner Alberto Ocon.

Absent: Victoria Rocha, Commissioner

City Staff: Director of Community Services Sheila Pautsch, Management Analyst Angela Loera, Community Services Coordinator Melissa Snyder

Council Liaison: Mayor Pro Tem Michael Cacciotti

PUBLIC COMMENT

No public comments were received in writing or verbally via Zoom.

COMMUNICATIONS

City Council Liaison Communications

Mayor Pro Tem Cacciotti provided updates on new contract with park maintenance vendor LandCare. Mayor Pro Tem Cacciotti invited commission and city staff to an event at Garfield Park on December 15, 2020 for a demonstration of advanced electrical lawn equipment program hosted by LandCare. Informed staff and commission that contract can be terminated with 30-day written notice.

Commissioner Communications

Commissioner Ocon expressed concerns about people cutting down fencing at the batting cages. Asked commissioners and city staff to keep an eye out and assist in patrolling parks to stop vandalism. Chair Tamis informed city staff of a deserted shopping cart at Eddie Park.

Staff Liaison Communications

Community Services Director Pautsch provided an update on what is happening within the Community Services Department. Provided staffing updates including introducing Community Services Coordinator Melissa Snyder, informing the commission of the layoff of Full-Time Recreation Supervisor, and announcing the retirement of Senior Services Supervisor Liliana Torres.

ACTION / DISCUSSION

November 9, 2020 Meeting Minutes

Minutes approved by Commissioner Ocon and seconded by Kristine Kwong.

Arroyo Seco Racquet Club Capital Improvement Fund Review and Recommendation

Commissioners discussed various projects over a five year timeline. These projects include locker and storage room repair, upgrading patio area, fencing, painting and concrete repairs. Community Services Director Pautsch will present list of proposed projects list to City Council for further direction.

Review and Approval of the 2020 Annual Report

Community Services Director Pautsch updated the Commission on the 2020 Annual Report including noticeable accomplishments. Commissioners thanked Director Pautsch on the creativity of events through this pandemic.

Review and Provide Feedback on the 2021 Work Plan

Community Services Director Pautsch presented the 2021 Work Plan. Noted that in 2020 were not able to accomplish the goals and mentioned some meetings were held via Zoom. Staff will come back to 2021 Work Plan in future commission meetings.

Receive and File the Updated Annual Financials for All City Lease Agreement

Community Services Director Pautsch provided updates to the Commission on all City Lease Agreements.

ADJOURNMENT Meeting adjourned at 7:50 p.m.

Next meeting January 11th, 2020 6:30 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Parks and Recreation Commission of South Pasadena at a meeting held on December 14, 2020.

DocuSigned by:

Sheila Pautsch

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Sheila Pautsch
Director of Community Services

DocuSigned by:

Karen Tamis

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Karen Tamis
Chair of Parks and Recreation Commissions